

**Members present:** Marty Krueger, Ellen Allen, Ryan Ramnarace, and Chris Witek  
**Members absent:** Yvonne Neumann, Carrie Wastlick, and Steve Pate  
**Others Present:** Lewis Lange

The meeting was called to order and certification of Open Meeting compliance was given at 8:38 A.M. **Motion by Witek, second by Allen to adopt agenda. Motion carried.**

**Motion by Allen, second by Ramnarace, to approve the minutes of the prior meeting. Motion carried.**

**Handouts:**

1. Inmate Population and Profile Data Elements (Sent Before Meeting)
2. FTA Graph
3. Drug Testing Graph
4. CJCC Satisfaction Survey

**Public Comment:** None

**LE/Jail Data Discussion:**

Committee uses the document drafted from the NIC document entitled “How to Collect and Analyze Data: A Manual for Sheriffs and Jail Administrators” to discuss what data is currently being collected, how it is collected, and concerns or questions regarding this data. Discussion will continue to the February meeting. A summary of this discussion including questions or idea’s proposed will be drafted and made available to the committee prior or at the February meeting.

**Custom Reports:**

A brief overview of some custom reports that have been developed by the CJC for both the CJCC and programs was discussed. A number of graphs were provided for review. Additional information and updates will be made available when CORE is installed and data has been uploaded into it.

**Motion by Witek, second by Ramnarace, to postpone agenda item number seven (discuss ideas for simple yet meaningful changes) to the February meeting. Motion carried.**

**Next meeting and agenda items:**

1. Continue discussion on data elements with Lt. Lange.
2. Discuss simple yet meaningful changes.

Date and Time: February 15, 2017 8:30 AM  
Agenda items:

**Motion was approved to adjourn the meeting by Allen, second by Witek.**

CRIMINAL JUSTICE COORDINATING COUNCIL  
DATA COLLECTION COMMITTEE MINUTES  
EMBS Room, Historic Courthouse, 515 Oak Street,  
Baraboo, Wisconsin

Wednesday January 18, 2017

Respectfully submitted;

Janelle K. Krueger  
Criminal Justice Coordinator